

Subject to approval at the July 5, 2016, Board of Works meeting.

City of West Lafayette, Indiana
Board of Public Works and Safety
MINUTES

June 28, 2016
8:30 a.m.
Morton Community Center
Multi-Purpose Room

Members present were Brooke E. Folkers, Jason D. Huber, and Thomas J. Kent. Bradley L. Cohen was absent. Clerk Sana G. Booker presided.

1. APPROVAL OF MINUTES

a. June 21, 2016 Meeting

Ms. Folkers moved to accept the minutes of the June 21, 2016, Board of Works meeting. Mr. Kent seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Street Closings: Morgan Street and Marsteller Street – Police

Police Sergeant Philhower requested approval for the street closure of Morgan Street from Hamilton Street to Lagrange Street for a neighborhood block party. The street will be closed on July 4, 2016, from 3:00 p.m. to 7:00 p.m.

Ms. Folkers moved that the street closure of Morgan Street be approved. Mr. Kent seconded the motion.

The motion was adopted.

Sergeant Philhower also requested approval of a street closure for a portion of Marsteller Street for the St. Thomas Aquinas Catholic Center Blockbuster Weekend. The closure will be on three dates: August 26, 2016, from 7:00 p.m. to midnight, August 27, 2016, from 4:30 p.m. to 11:00 p.m., and August 28, 2016, from 5:00 p.m. to 10:00 p.m.

Ms. Folkers moved that the street closure of Marsteller Street be approved. Mr. Kent seconded the motion.

Clerk Booker asked if both street closures were annual events, to which Sergeant Philhower responded yes.

The motion was adopted.

b. Agreements: CDBG 2016-2017 Public Service Agency and New Chauncey Housing – Development

Interim Director of Development Dixon requested approval of the annual agreements for the Community Development Block Grant (CDBG) program. There are a total of seven programs with six agreements, as both programs for Lafayette Transitional Housing are under one agreement.

A summary of the agreements are below:

Public Service Agency	Contract Amount
Lafayette Urban Ministry	\$6,800.00
YWCA (DVIPP)	\$10,000.00
Lafayette Transitional Housing	\$21,427.00
Supportive Services: \$9,200.00	
Transitional Housing: \$12,227.00	
Food Finders Food Bank	\$5,000.00
Willowstone Family Services.	\$2,000.00
Total Public Service Allocation:	\$45,227.00
Housing Initiatives	
New Chauncey Housing, Inc.	\$60,000.00
Total Housing Initiatives:	\$60,000.00

Mr. Huber moved that 2016-2017 CDBG Agreements be approved. Ms. Folkers seconded the motion.

The motion was adopted.

c. Agreement: Microsoft Enterprise Software Renewal – IT

IT Director Alexander requested approval to renew the licensing agreement the City has with Microsoft. He explained that this is a three year volume licensing program, which allows City staff to use Microsoft products.

Mr. Huber moved that the Microsoft Enterprise Software Renewal Agreement be approved. Mr. Kent seconded the motion.

The motion was adopted.

d. Resolution No. BW 2016-2: A Resolution Adopting a Title VI of the Civil Rights Act 1964, Plan for the City of West Lafayette – Facilities/ADA Coordinator

Facilities Director/ADA Coordinator Clark requested approval to table this resolution for one week. He stated there are a few additional items to be added to the resolution, which were inadvertently left out.

Ms. Folkers moved that Resolution No. BW 2016-2 be tabled for one week. Mr. Kent seconded the motion.

The motion was adopted.

e. Policy: City of West Lafayette Policy for Use of Mobility Devices – Facilities/ADA Coordinator

Facilities Director/ADA Coordinator Clark explained that this policy falls under the Americans with Disabilities Act (ADA). Director Clark stated that we are updating our transition plan for ADA. This policy explains what mobility devices are, as well as how and when citizens may use them within the City.

Ms. Folkers moved that the policy for use of mobility devices be approved. Mr. Huber seconded the motion.

The motion was adopted.

f. Policy: City of West Lafayette Policy of Service Animals – Facilities/ADA Coordinator
Facilities Director/ADA Coordinator Clark stated that this policy explains what will be allowed regarding service animals within the City and City buildings. Director Clark explained that this is also part of the transition plan for ADA.

Ms. Folkers moved that the policy of service animals be approved. Mr. Kent seconded the motion.

The motion was adopted.

g. Claims

- i. AP Docket \$4,894,794.92
- ii. AP Docket \$234,290.39
- iii. PR Docket \$560,830.46

Mr. Huber moved that the claims be approved. Mr. Kent seconded the motion.

There were no questions or comments about the claims.

The motion was adopted.

h. Informational Items

i. Legal Budget & Expenses – Controller

There were no questions or comments about the listing.

ii. Park Board Dockets

There were no questions or comments about the listing.

i. Other Items

► Public Works Director Buck stated that they are working on completing the new pavement on Happy Hollow for the east side of the road. The projected date to switch traffic over to the east side of the road is July 6th. Director Buck explained that there will be challenges when cutting through the side streets. During the transition, traffic will be limited to local traffic only. They will be working with residents in order to allow them access to their houses while work progresses to cut each side street down. The side streets will be closed for approximately 30-45 minutes, while the stone ramp is being constructed. The Department sent letters out last week to all of the homeowners notifying them of the situation. In addition, they also went door to door to help explain the upcoming changes to the residents. Director Buck stated that they are also working with Police and Fire to maintain emergency access during that time. Once traffic is switched over to the new pavement, it will remain one-way traffic in the southbound direction.

► Engineering Assistant Garrison stated Happy Hollow now has message boards up, which explain the traffic switch over and date. The CSO Relief Interceptor Project is continuing to move along well. Russell Street will reopen at the end of the week after being closed while utility work for the Bechtel Learning Center was being done. They will then close Waldron Street on July 5th to continue this utility work. Mr. Garrison stated that Harrison Street now has temporary lane shifts with one-lane traffic between University Street and Marsteller Street. The closure is expected to last until the end of the week.

3. **ADJOURNMENT**

There being no further business to come before the Board, Ms. Folkers moved that the meeting be adjourned, and Clerk Booker adjourned the meeting.